

Not for diffusion to applicants

Academic Year 2015-2016: Swiss Government Excellence Scholarships for Foreign Scholars and Artists

SPECIFICATIONS

**for the Swiss Diplomatic Representations
not for diffusion to applicants**





Scholarships for the academic year 2015-2016 - Type of scholarship (I)

- o With the exception of the fine arts scholarships that are offered to a very limited number of countries there are no scholarships for Master programs available.
- o Three types of scholarships are offered (Please see scholarship offer in attached in order to see which type of scholarship is offered to your country of accreditation).
Precise information on the various scholarship types as well as the eligibility criteria are available on the webpage of the Federal Commission (online on 01.08.2014) http://www.sbf.admin.ch/scholarships_ENG
- o All the application documents are available exclusively in English.

Research Scholarships:

Target Group	⇒	Highly qualified postgraduate researchers from all academic fields as well as young Medical Doctors.
Eligibility Criteria and specific conditions	⇒	Master degree or equivalent University degree.
	⇒	The candidate must not be more than 35 years old at the moment of the application.
	⇒	Applicants who are in Switzerland since more than 1 year at the beginning of the scholarship are not eligible.
	⇒	Applicants must provide a letter (e-mail) from a Professor from the Swiss host institution stating that he/she is willing to supervise the research. Without such document the application will be rejected.
	⇒	Applicants must have a research proposal including a timeframe. This is the central piece of the application. The applicant must devote all required attention to it.
	⇒	Applicants must be in command of the necessary language skills required for the research.
Duration	⇒	Applicants who have already benefited from a Swiss Government Scholarship are not eligible for a new scholarship.
	⇒	12 months maximum (non-renewable)



PhD Scholarships:

Target Group

⇒ Highly qualified post graduate students (in possession of the required degrees) from all academic fields.

Eligibility Criteria and specific conditions

➡ Master degree or equivalent University degree recognized by the Swiss University.

➡ The applicant must not be more than 35 years old at the moment of the application.

→ Applicants who are in Switzerland since more than 1 year at the beginning of the scholarship are not eligible.

⇒ Applicants must provide a letter (e-mail) from a Professor from the Swiss host institution stating that he/she is willing to supervise the PhD.

⇒ In the case where the PhD is run within a structured doctoral school applicants must provide included in their application an admission letter or the proof that they are being considered for admission. Without such a document the application will be rejected.

→ Applicants must apply to the chosen Swiss University as well as for the scholarship. The 2 procedures are separate ones

➡ Applicants must have a research proposal including a timeframe. This is the central piece of the application. The applicant must devote all required attention to it.

⇒ Applicants must be in command of the necessary language skills required for the PhD studies.

→ Applicants who have already benefited from a Swiss Government Scholarship are not eligible for a new scholarship.

Duration

⇒ 3 years maximum

PLEASE NOTE for PhD: The FCS application for a PhD scholarship and the application for admission by a Swiss University for a PhD study are **two separate procedures**. The admission to a PhD study at your chosen Swiss University is a *sine qua non* for a potential attribution of a FCS scholarship - but no guarantee though for a positive decision by the Federal Commission for Scholarships for Foreign Students.

Postdoctoral Scholarships:

Target Group

⇒ Highly qualified postdoctoral researchers from all academic fields

Eligibility Criteria and specific conditions

➡ | PhD degree

→ There shall not be a gap of more than 5 years between the award of the PhD and the application deadline

⇒ Applicants who are in Switzerland for more than 1 year at the beginning of the scholarship are not eligible

→ Applicants must provide a letter (e-mail) from a Professor from the Swiss host institution stating that he/she is willing to supervise the [] • [] & [] Research

➡ Applicants must have a research proposal including a timeframe. This is the central piece of the application. The applicant must devote all required attention to it.

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for a new scholarship

Duration

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Type of scholarships (III)

Fine arts scholarships: Only for the following countries: Austria, Bulgaria, Czech Republic, Denmark, Estonia, Finland, Greece, Germany, Hungary, Ireland, Israel, Italy, Japan, Latvia, Mexico, Poland, Romania, Russia, Slovakia, Slovenia, South Korea, Spain, United States of America

Target Group

⇒ Highly qualified young artists from all artistic branches. Master scholarships are only offered to citizens of the countries with which Switzerland has a direct reciprocity agreement in the realm of arts scholarships

Eligibility Criteria and specific conditions

⇒ Bachelor degree or equivalent degree

⇒ The applicant should not be more than 35 years old at the moment of the application

⇒ Applicants who are in Switzerland more than 1 year at the beginning of the scholarship are not eligible

⇒ Applicants who have already benefited from a Swiss Government Scholarship are not eligible for a 2nd scholarship

Duration

⇒ The duration of the Master program (according to the ECTS credits)

PLEASE NOTE for fine arts scholarships:

Applicants who are in Switzerland more than 1 year at the beginning of the scholarship are not eligible

Applicants who have already benefited from a Swiss Government Scholarship are not eligible for a 2nd scholarship

The application Package:

The 2011-2012 application package has to be sent by e-mail to the prospective candidates. It includes:

- 1) Application form
- 2) Curriculum vitae
- 3) Letter of recommendation from a professor
- 4) Letter of recommendation from a professional artist
- 5) Portfolio

Please note that the application documents should not be posted on the Embassy webpages. There is a large phishing and internet fraud taking place and it is not safe to have the application documents online. Please only distribute the application documents when they are requested by e-mail.

Guidelines for the Swiss Diplomatic Representations (I)

The Swiss Diplomatic Representations are in charge of the application process and are the “Entry Point” for the applicants in 183 countries.

What are the main tasks?

- **Transmitting** the **Scholarship Offer** to the relevant national authorities and if necessary to coordinate the application process
- **Providing** the application documents (application package) as well as all the necessary information to the prospective candidates
- **Receiving** the applications and controlling that they are complete and that they fulfill all the requirements. Doing a pre-selection of the applications.
- **Inviting** the pre-selected candidates for an interview. An interview is **not** mandatory and is appreciated by the **FOU** but since the major changes in the scholarship offers, the applications are analyzed mainly **on the basis of excellence and the research project**. The Commission is also aware of the huge workload that this represents for the diplomatic representations.
- Sending the pre-selected applications **(2 sets of applications, the 3rd is for the Embassy records)** by the Diplomatic pouch to Bern by **December 31, 2014 at the latest**.

As last year the FCS has issued APPLICATION GUIDELINES in order to help the candidates in their application procedure. These guidelines outline all the important information and requirements to prepare a good application. We kindly ask you to provide those guidelines to the applicants alongside the other application documents.

You can find the factsheets for every type of scholarship available on the FCS website under your country of accreditation
http://www.sbf.admin.ch/scholarships_ENG

IMPORTANT POINTS

- Applicants must apply for **only 1 University**. Applicants who have applied for 2 or more Swiss Universities (Ex: ETHZ & EPFL) **will not be taken into consideration by the Swiss Diplomatic Representation**.
- The candidate wishing to apply for a Research Fellowship, a PhD or a Postdoctoral scholarship must get in contact with a Professor in a Swiss academic institution who agrees to supervise the research. A copy of this confirmation must absolutely be joined to the application.
- For Research Fellowships, Postdoctoral Fellowships as well as PhD Scholarships: a complete research proposal (max. 5 pages), **using exclusively the official research proposal form** provided with the application package (see APPLICATION GUIDELINES);
- Applicants who have already benefited from a Swiss Government **Scholarship** are not eligible for a second scholarship

Guidelines for the Swiss Diplomatic Representations (II)

SELECTION AND EXCLUSION CRITERIA

The following dimensions and selection criteria are considered mainly:

- o The candidate: Her/his academic profile and research capacity.
- o The research project: It's originality and methodological soundness.
- o The academic context: The quality of supervision and the potential for future academic cooperation.

Applications will not be taken into consideration by the Swiss Diplomatic Representations if they are in one of the following situations:

- o The applicant does not fulfill the eligibility criteria stated on the FCS website and application guidelines
- o The application is incomplete, does not respect the guidelines, does not include the proper FCS forms or is badly prepared
- o Applications for 2 or more Universities
- o Applicants do not have an invitation letter from a Professor willing to supervise the research in one of the Swiss Academic institutions
- o Applicants who have already benefited from a Swiss Government Scholarship are not eligible for a second scholarship
- o Applicants are in Switzerland for more than 1 year at the beginning of the scholarship.
- o **All applicants whose applications are rejected by the Swiss Diplomatic Representations or the National Authorities must receive a written communication stating that their application has not been taken into consideration for the second round and as a consequence will not be sent to Switzerland.**

**Thank you very much for your cooperation and involvement for the
Swiss Government Excellence Scholarships!**

